

**TO:** Peter Fernandez, PE, Public Works Director  
Public Works Department

**THROUGH:** Brian D. Martin, PE, City Engineer *BDM*  
Public Works Department

**FROM:** Donald E. Whitehurst, PE, Construction Engineer *DW*  
Public Works Department

**DATE:** December 4, 2020

**SUBJECT:** Trelstad Reimbursement District  
Council Resolution No. 2016-12  
Project Number 714727

## ISSUE

Trelstad Reimbursement District final cost certification for 36<sup>th</sup> Avenue street improvement.

## RECOMMENDATIONS

1. Public Works Director should certify total eligible costs for street improvements at the intersection of 36<sup>th</sup> Avenue SE and Trelstad Avenue SE in the amount of \$352,754.
2. PW Director should certify the TSDC eligible portion of the street improvements in the amount of \$67,023 which is 19-percent of the total eligible cost.
3. As stipulated in the March 14, 2016 Staff Report, an amended resolution should be adopted pursuant to SRC 200.330 to reduce the cost basis for the reimbursement district from \$502,764.03 to \$285,731.
4. As stipulated in the March 14, 2016 Staff Report, partial reimbursements should be made to Developers of properties who have already paid higher rate district fees. The partial reimbursement should be calculated as \$23.21 per number of trips previously paid.

## BACKGROUND

On February 2, 2016, Premier Protection, LLC, 4949 Meadows Road, Suite 330, Lake Oswego, OR 97035, filed an application for a reimbursement district to partially recover the costs for street improvements required to be constructed as a condition of the Oregon State Police Headquarters development. City Council considered the question on March 14, 2016, ([Attachment 1](#)) and on April 11, 2016, adopted resolution 2016-12 ([Attachment 2](#)) establishing the Trelstad Reimbursement District. The district fee was computed from a cost estimate prepared by Project Delivery Group (PDG) in the amount of \$620,696.33.

The subject street improvements were designed by Westech Engineering as part of the conditions of approval for the Oregon State Police building located at 3565 Trelstad Avenue. Public Works construction permit (PN 714727) was issued on July 30, 2015 and public improvements were accepted by Public Works on July 27, 2016.

There have been several iterations of the project costs submitted by the Developer since September 2016. All previous versions were found to either include costs not eligible or costs that were not documented. The current cost summary dated July 22, 2020 ([Attachment 3](#)) includes only well-documented costs eligible for inclusion and only those costs reasonably associated with the Reimbursement District scope of work. Cost documentation such as copies of contracts and subcontracts are not included with this memo but are available in the project file.

### **COST EVALUATION**

	<b>District Formation Costs (Estimated)</b>	<b>Dist. Reconciliation Costs (Actual)</b>	<b>Change</b>
Total Project Cost	\$620,696	\$352,754	-\$267,942
TSDC Eligible (19%)	\$117,932	\$67,023	-\$50,909
Non-TSDC Cost Share	\$502,764	\$285,731	-\$217,033
Cost per trip (based on 9,352 total trips)	\$53.76	\$30.55	-\$23.21
Developer's Share (based on 1,379 trips)	\$74,135	\$42,128	-\$32,007
Maximum Reimbursement from District fees to Developer	\$428,629	\$243,603	-\$185,026

### **FACTS AND FINDINGS**

1. The reconciled total project costs comply with SRC 200.250(c).
2. Premier Protection, LLC is entitled to reimbursement of Transportation SDC fees paid with the Oregon State Police building permit in an amount not to exceed 19 percent of the total reconciled project cost.
3. Developers of properties who have already paid higher rate district fees are entitled to partial reimbursement of those district fees.

**ENDORSEMENT**

To: Finance Director

From: Public Works Director

In accordance with SRC 200.250, I have certified the final cost basis for the subject reimbursement district in the amount of \$285,731. In accordance with SRC 41.305, I have certified the TSDC eligible cost for the 36<sup>th</sup> Ave street improvement in the amount of \$67,023.

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Signature

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Date

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Attachments: 1. March 14, 2016 Staff Report

2. Resolution 2016-12

3. Sworn Statement with Cost summary

cc: Glenn J. Davis, PE, CFM, Chief Development Engineer

Maria Delaney, Management Analyst

File: PN 714727, Reimbursements